



South Carolina  
**DEPARTMENT OF AGRICULTURE**  
**FRUIT AND VEGETABLE INSPECTION DEPARTMENT**  
117 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

## GAP AUDIT REIMBURSEMENT COST SHARE PROGRAM

The South Carolina Department of Agriculture Fruit and Vegetable Inspection Department has updated the Good Agricultural Practices (GAP) Audit Cost Share Program. Through funding from the USDA Specialty Crop Block Grant, farmers can get reimbursed up to \$750 for the cost of a first time audit and \$300 for each additional annual audit.

Only successful audits resulting in certification are eligible for reimbursement.

Once SCDA Fruit and Vegetable Inspection staff complete the audit, the grower will be billed for the full amount of the cost of the audit. The grower must pay SCDA Fruit and Vegetable Inspections for the audit in full, then submit this completed application along with proof of payment and questionnaire in order to receive reimbursement.

### REIMBURSEMENT CHECKLIST

For reimbursement, the following is required:

- ☐ Must be South Carolina Farmer and grow specialty crops. The USDA defines specialty crops as “fruits and vegetables, tree nuts, dried fruits, horticulture, and nursery crops (including floriculture).”
- ☐ Provide a copy of the invoice received from SCDA Fruit and Vegetable Inspections AND proof of payment (i.e. copy of canceled check)
- ☐ Provide the attached questionnaire with application and agree to provide follow up information regarding the impact on your farm business from obtaining GAP certification.

Payment can be expected 2-4 weeks from the date your completed application has been received by SCDA. Make sure you have obtained a state vendor registration number and have included it on the application. Please wait to call and check the status of your payment until after four weeks has passed.

For information about scheduling a GAP audit or GAP audit consultation, please contact GAP consultant Keisha Rainey at 803-737-4373 or [krainey@scda.sc.gov](mailto:krainey@scda.sc.gov).

**FUNDING FOR THIS PROGRAM WAS MADE AVAILABLE FROM THE  
USDA AMS SPECIALTY CROP BLOCK GRANT PROGRAM**

## APPLICATION

Name \_\_\_\_\_

Farm Name \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

SCIES Vendor Number \_\_\_\_\_

*NOTE: Each company requesting reimbursement must obtain a State of SC Vendor Number. This process is free, and can be completed at [procurement.sc.gov/PS/vendor/PS-vendor-registration.phtm](http://procurement.sc.gov/PS/vendor/PS-vendor-registration.phtm). This step is in lieu of submitting private information, including W9 forms, to the SC Department of Agriculture.*

Reimbursement Amount Requested ☐ \$750 / First Time Audit ☐ \$300 / Repeat Audit

*Please include copies of SCDA Fruit and Vegetable Inspections invoice and canceled check. Your application will be considered incomplete without them.*

List Specialty Crops \_\_\_\_\_

## APPLICATION CHECKLIST

Please be sure to include the following with your application:

☐ Proof of payment of SCDA GAP audit invoice

☐ Completed application with vendor number and completed questionnaire

☐ I agree to provide additional follow up information when requested by SCDA. \_\_\_\_\_

Signature

## GAP AUDIT COST SHARE PROGRAM TERMS AND AGREEMENTS

Through my signature below, I acknowledge that I have read and agree to the terms during the application process and throughout my participation in the GAP Reimbursement Cost Share Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## COMPLETE AND RETURN TO

SCDA GAP Cost Share Reimbursement • Attn: Betsy Dorton  
PO Box 11280 • Columbia, SC 29211  
[bdorton@scda.sc.gov](mailto:bdorton@scda.sc.gov)

## SURVEY FOR APPLICANT

Does our auditing service benefit your operation's Food Safety Goals in any way, and if so, how?

In the recent years that you have participated in the USDA Audit Programs, has your operation seen a difference in equity?

Has your operation ever taken advantage of the grant services that SCDA has available, and if so, was this helpful to your audit cost?

After participating in the GAP cost share program and knowing funds will be available for future years, are you likely to take advantage of this program again?